

## **4.0 INTRODUCTION**

The DOE-SR reports to the Assistant Secretary for Environmental Management (EM) and serves as the Savannah River Site (SRS) DOE Landlord. The National Nuclear Security Administration (NNSA) at the SRS includes the Savannah River Site Office who reports to the NNSA Deputy Administrator for Defense Programs (NA-10) and the Fissile Materials Disposition Office (NA-266) who reports to the NNSA's Deputy Administrator for Defense Nuclear Nonproliferation (NA-20) through the Assistant Deputy Administrator for Fissile Materials Disposition (NA-26). NNSA is an SRS tenant organization. EM is the Lead Program Secretarial Officer (LPSO) and the Cognizant Secretarial Officer (CSO) for environmental management missions and facilities at SRS. NA-10 is the CSO for the SRS tritium facilities and NA-20 is the CSO for plutonium disposition facilities to be constructed at SRS. NA-10 and NA-20 have CSO responsibilities for their respective facilities.

EM, as the LPSO, has overall line accountability for Site-wide environment, safety and health, safeguards and security, and for implementing policy promulgated by DOE-HQ staff and support functions at SRS. This includes responsibility for institutional health and long-term planning and landlord activities. CSOs performing work at SRS have line responsibility for their respective bounded set of facilities, including safety management responsibilities within the confines of the facilities' boundaries.

The Manager, DOE-SR, reports to EM (LPSO) and is responsible for managing the Field Office consistent with LPSO guidance; executing assigned programs; overseeing Site-wide facility/operational performance, including environment, safety and health, and safeguards and security; functioning as the Head of Contracting Activity; and providing support services as required by NNSA-SRS or other CSOs at SRS. Support services include, but are not limited to, safeguards and security; legal; procurement; property management; fiscal; equal employment opportunity and diversity; classification; scientific and technical information; public affairs; technical support; engineering; quality assurance, administrative documentation; records; budget preparation, execution and evaluation; obligation and expenditure control of appropriated funds; and other miscellaneous services. Additionally, DOE-SR provides Team Leaders to NNSA-Savannah River Site Office to support the DOE Radiological Assistance Program (RAP).

DOE-SR is committed to conducting work at SRS safely, securely, and efficiently, consistent with DOE environmental management and national security missions and objectives. To meet this commitment, DOE-SR has established a management system that relies on integrated processes for work planning, budgeting, work authorization, execution, and change control for DOE-SR and its contractor organizations. It is implemented through the integration and execution of formal procedures and programs that include the involvement of workers throughout the organization. Of key importance in this system is the establishment of clear roles and responsibilities, and authorities for employees and organizations.

The NNSA-SRS managers use the integrated processes for work planning, budgeting, etc., with regards to the Site's M&O contract. As duly appointed Contractor Officer's Representatives (COR), they provide direction to the M&O contractor related to the performance areas/functions identified to be within their respective scopes of work.

Safety management is an integral part of DOE-SR's management system based on the guiding principle that DOE line management is responsible for safety. This document describes the functions, responsibilities, and authorities of the DOE-SR organizational elements required by DOE P 411.1, Safety Management Functions, Responsibilities, and Authorities Policy; DOE M 411.1-1C, Safety Management Functions, Responsibilities, and Authorities; EM Safety Management Functions, Responsibilities, and Authorities Document; as well as specific delegations by the Assistant Secretary for Environmental Management.

The NNSA-SRS safety management responsibilities are defined in the October 15, 2003, NNSA-HQ Functions, Responsibilities, and Authorities Manual and the January 31, 2004, SRSO Safety Management Functions, Responsibilities, and Authorities Manual. Currently, all safety management functions, responsibilities, and authorities for NA-266 reside with NA-26.